

Minutes of the September 10, 2024 Township Committee Meeting Agenda of the Township of Hillsborough, in the County of Somerset, State of New Jersey, held in the Municipal Complex at 7:30 PM on September 10, 2024.

CALL OF THE ROLL

Upon call of the roll, the following Committee members were recorded present: Mayor Robert Britting, Jr. , Deputy Mayor John Ciccarelli, Committeewoman Samantha Hand, Committeeman Shawn Lipani and Committeewoman Catherine Payne. Also in attendance were Township Administrator Anthony Ferrera, Township Clerk Sarah Brake and Township Attorney William Willard.

SALUTE TO THE FLAG

MAYOR STATES

Mayor Britting advised that in accordance of section 5 of the Open Public Meetings Act, Chapter 231, of the Public Laws of 1975 that notice of this meeting was made by the posting on the bulletin board at the Hillsborough Township Municipal Complex and notifying the officially designated newspapers that this meeting would take place at the Hillsborough Township Municipal Complex at 7:30 p.m. on Tuesday, September 10, 2024.

EXECUTIVE SESSION

1. RESOLUTION AUTHORIZING EXECUTIVE SESSION

• WAREHOUSE ORDINANCE LITIGATION - LARKEN

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12 (b) (1-9), Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Committee is of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough in the County of Somerset, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
 - o Warehouse Ordinance Litigation - Larken
3. The Township Committee may take official action on those items discussed in Executive Session upon completion of the Executive Session.
4. The minutes of the discussions shall be made available to the public as soon as the matters under discussion are no longer of a confidential or sensitive nature.
5. This Resolution shall take effect immediately.

Upon a motion by Committeeman Shawn Lipani, seconded by Committeewoman Catherine Payne, the Township Committee went into Executive Session at 6:42 pm.

Upon a motion by Committeeman Shawn Lipani, seconded by Committeewoman Catherine Payne, the public meeting was re-opened at 7:33 pm.

APPROVAL OF MINUTES

1. JULY 16, 2024 REGULAR MEETING MINUTES

Upon a motion by Committeewoman Samantha Hand, seconded by Committeewoman Catherine Payne, to strike the word "inconsistent" from the July 16, 2024 Regular Meeting Minutes page 28 was not approved upon the call of the roll.

Committeewoman Hand requested that the word "inconsistent" should be removed from the minutes as it was an opinion.

Township Administrator Ferrera and Township Clerk Brake explained that the minutes are not a verbatim record and do not contain opinions and comments made by an individual cannot be deleted simply because a committee member disagrees with the comment.

Upon a motion by Committeewoman Catherine Payne, seconded by Committeeman Shawn Lipani, the July 16, 2024 Regular Meeting Minutes were approved upon the call of the roll. Committeewoman Samantha Hand voted no.

2. AUGUST 13, 2024 REGULAR MEETING MINUTES

Upon a motion by Committeeman Shawn Lipani, seconded by Committeewoman Catherine Payne, the August 13, 2024 Regular Meeting Minutes were approved upon the call of the roll. Mayor Britting abstained.

REPORTS FROM COMMITTEE LIAISONS, AND RECEIPT OF REPORTS, PETITIONS OR COMMUNICATIONS

Committeewoman Hand

Committeewoman Hand advised that the Hillsborough Health Department is sponsoring a well water testing event on October 5, 2024, from 9:00 am to noon for any resident interested in having their well tested.

Committeewoman Hand announced that the Recreation Department's final Movie Night Under the Stars at Singley Park will be "Wonka" on Friday, September 13th.

Committeewoman Hand reported that the costume exchange is returning with drop off of gently used costumes taking place on September 23rd through Thursday, September 26th from 8 to 4:30 pm and pick up of costumes taking place on Friday September 27th from 8 to 4:30 pm or Saturday 9/28 from 9 to 11 am.

Committeewoman Hand relayed that the Hillsborough Township Social Services Department held its annual Back-to-School Distribution for the Community Assistance Network (C.A.N.) food pantry families. Committeewoman Hand thanked all the local organizations, businesses, churches, and residents for their generous donations.

Committeewoman Hand encouraged Hillsborough residents aged 60 and over to register for the next free yoga class with the Social Services Department.

Committeewoman Hand reminded residents that September is Hunger Action Month, and September 10 is Hunger Awareness Day. Hillsborough's Food Pantry, "C.A.N." is here to help.

Committeeman Lipani

Committeeman Lipani explained that in-person, early voting is done with the same type of machines used on election day and helps reduce long lines on Election Day. Early ballots are not provisional ballots, and all early votes are counted first on Election Day. Early voting for the 2024 General Election will take place at the Municipal

Building from Saturday, October 26th, 2024 through Sunday, November 3, 2024. Early voting hours are Monday through Saturday, 10:00 am - 8 pm, and Sunday, 10 am through 6 pm.

Committeeman Lipani advised that registration for the Scarecrow Festival is open now through September 17th to participate in the 4th Annual Scarecrow Festival.

Committeeman Lipani announced that the Township offers tax deductions to veterans, seniors, and disabled persons who qualify financially.

Committeeman Lipani informed residents that September is National Suicide Prevention Awareness Month in the United States, an initiative intended to help raise awareness that prevention is possible, treatment is effective, and people do recover.

Committeewoman Payne

Committeewoman Payne stated that she, along with Committeeman Lipani, and Committeewoman Hand were honored to enjoy the grand opening of the Fire District building located on East Mountain Avenue.

Committeewoman Payne reported that New Jersey's Safe Passing Law was enacted on March 1, 2022. The law provides clear rules of the road for all motorists when interacting with people on foot, bicycles, scooters, or otherwise not in a car. This law aims to prevent the near misses, injuries, and deaths that can occur when motorists pass cyclists, pedestrians, or other vulnerable road users.

Committeewoman Payne announced that in an effort to enhance the response to mental health calls, the Police Department is partnering with the Branchburg, Manville, and Montgomery Police Departments, and Bridgeway Behavioral Health Services, to participate in the ARRIVE Together Program which stands for Alternative Responses to Reduce Instances of Violence and Escalation (ARRIVE).

Committeewoman Payne relayed that Domestic Violence Awareness Month was first recognized in 1981 to connect battered women advocates across the country. The 1994 Violence Against Women Act, combined new provisions that hold offenders accountable and provides programs and services for victims.

Committeewoman Payne advised that the third quarterly Veteran's Information Session will be held Saturday, September 14th, at 10:00 in the Senior Activities Room.

Committeewoman Payne reported that the annual ceremony to honor POW/MIA will take place on Friday, September 20th, at 9:00 am, in the Garden of Honor if weather permits. In the event of inclement weather, the ceremony will be moved to the Senior Activity Room.

Committeewoman Payne stated that Superintendent Michael Volpe, welcomed students and staff back to school, thanked teachers and the maintenance and custodial staff for their preparations, and thanked parents for their partnership.

Deputy Mayor Ciccarelli

Deputy Mayor Ciccarelli reported that he along with Committeeman Lipani, Committeewoman Hand, Committeewoman Payne, and Township Administrator Ferrera attended the 78th Indian Independence Day at Patidar Grocery Store with the Hillsborough Maharaja Club on August 18th.

Deputy Mayor Ciccarelli stated that he along with Committeewoman Payne visited AVM dog park for the dog splashdown.

Deputy Mayor Ciccarelli advised that PSE&G will be conducting tree vegetation maintenance along the power lines and transmission lines throughout the next few months.

Deputy Mayor Ciccarelli reminded residents that the Public Works Department is continuing its pre-pavement preservation program basin repairs and crack sealing on the numerous roads throughout the town.

Deputy Mayor Ciccarelli relayed that JCP&L foresters will begin a proactive, intense tree-cutting event on Zion Road for many of the remaining dead trees in danger of falling on the power lines or on the road.

Deputy Mayor Ciccarelli announced that the Township has been recognized as a Bronze-level recipient of the Safe Routes to School program. The Township was recognized for yearly crossing guard training and the first-ever Township bike safety event.

Mayor Britting

Mayor Britting had the opportunity to sit with Senior Chapter B and brought them up to date on township activities.

Mayor Britting joined the girl scouts to rededicate the Little Library at Wood Park.

Mayor Britting along with Deputy Mayor Ciccarelli had the privilege of attending the Eagle Court of Honor for several scouts.

Mayor Britting along with Township Administrator Ferrera, and Committeewoman Payne visited All American Assisted Living for a networking event and visited with some of the staff and seniors.

Mayor Britting announced the launch of the New Roadwork Information Page on Township Website. This new resource will provide timely updates, especially concerning major projects such as the construction of Route 206.

Mayor Britting reported that Falcon Road will be done in the next few weeks.

Mayor Britting met with Sage Blanks and his family to discuss his entrance into the Marines along with his cousin based on a pact made as children to join together.

PRESENTATIONS

1. CERTIFICATE OF SPECIAL CONGRESSIONAL RECOGNITION TO MAYOR BRITTING FOR HIS "ASK THE MAYOR" VIDEO SERIES

PROCLAMATIONS / APPOINTMENTS

1. PROCLAMATION RECOGNIZING OVARIAN CANCER AWARENESS MONTH

WHEREAS, by proclaiming September 2024 as Ovarian Cancer Awareness Month, we call attention to a disease that affects women across our county, state and country; and

WHEREAS, the American Cancer Society estimates that 12,740 American women are projected to lose their lives to ovarian cancer this year; and WHEREAS, these women are mothers, daughters, sisters, grandmothers, community members, and cherished friends, and the absence they leave in our hearts will be deeply felt forever; and WHEREAS, women who are middle-aged and older, who have a family history of ovarian or breast cancer, or have had certain cancers in the past are at increased risk of developing ovarian cancer; and WHEREAS, ovarian cancer knows no boundaries. The disease can strike anyone, across lines of age, ethnicity, and race; and

WHEREAS, because ovarian cancer often goes undetected until advanced stages, increasing the awareness of risk factors is critical to fighting this disease, as it is estimated that about 19,680 new cases of ovarian cancer will be diagnosed in the United States this year; and WHEREAS, this public awareness campaign strives to increase knowledge about this disease and recognizes the best defense against ovarian cancer is early detection. Therefore,

women should be aware of the risk factors associated with the disease, and that men are educated so they can help their wives, daughters, mothers, grandmothers, aunts, sisters, and girlfriends; and WHEREAS, this month is dedicated to the prevention and awareness of ovarian cancer. It is also to honor those we have lost, show our support for women who bravely carry on the fight, and take action to lessen the tragic toll ovarian cancer takes on families across our country. NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, do hereby recognize September 2024, as Ovarian Cancer Awareness Month, and call upon citizens, government agencies, organizations, health care providers, and research institutions to raise ovarian cancer awareness and continue helping women live longer, healthier lives, and urge women to talk to their health care providers to learn more about this disease.

2. PROCLAMATION RECOGNIZING MAX CHEN- SKILLS USA MEDALIST

WHEREAS, Max Chen, a Junior at The Academy for Health and Medical Sciences, achieved a First Place gold medal in the Skills USA Health Knowledge Bowl national and state competitions; and
 WHEREAS, Skills USA is a not-for-profit association whose competitions cover skilled and technical sciences, leadership development, and occupationally related skills; and
 WHEREAS, Max Chen participated in the Skills USA Championships Health Knowledge Bowl for the last two years achieving a silver medal in the national and gold in the state 2023 Health Knowledge Bowl competitions; and
 WHEREAS, Max Chen assisted in achieving the Gold Chapter of Distinction for Somerset County Vocational and Technical High School; and
 WHEREAS, Max Chen is on the student council, is a member of the Hillsborough High School Swim Team and the National Honor Society. Max Chen also participates in Connect4Cancer, Math Madness, and Scholarship Creation clubs; and
 WHEREAS, Max Chen volunteers at the Children's Specialized Hospital in New Brunswick.
 NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, commend Max Chen for achieving First Place gold medals in both the national and state competitions of the Skills USA Health Knowledge Bowl and we wish him luck in all his future endeavors.

3. PROCLAMATION RECOGNIZING VIHAAN IYER- SKILLS USA MEDALIST

WHEREAS, Vihaan Iyer, a Junior at the Academy for Health and Medical Sciences, achieved a First Place gold medal in the Health Knowledge Bowl national and state competitions; and
 WHEREAS, Skills USA is a not-for-profit association whose competitions cover skilled and technical sciences, leadership development, and occupationally related skills; and
 WHEREAS, Vihaan Iyer participated in the Skills USA Championships Health Knowledge Bowl for the last two years; and
 WHEREAS, Vihaan Iyer also obtained a gold medal in the Health Knowledge Bowl 2023 state competition and a silver medal in the Health Knowledge Bowl 2023 national competition; and
 WHEREAS, Vihaan Iyer was a member of the Hillsborough High School Marching Band winning the State Championship in 2023 and was a Skills USA Local Officer; and
 WHEREAS, Vihaan Iyer volunteers at Grace Healthcare Services, a hospice service and at the New Jersey Center for Tourettes Syndrome.
 NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, commend Vihaan Iyer for achieving First Place gold medals in both the national and state competitions of the Health Knowledge Bowl and we wish him luck in all his future endeavors.

4. PROCLAMATION RECOGNIZING VEYDAANT RAVI- SKILLS USA MEDALIST

WHEREAS, Veydaant Ravi, a Senior at The Academy for Health and Medical Sciences, achieved a First Place gold medal in the Skills USA Health Knowledge Bowl national and state competitions; and
 WHEREAS, Skills USA is a not-for-profit association whose competitions cover skilled and technical sciences, leadership development, and occupationally related skills; and
 WHEREAS, Veydaant Ravi has been a member of the Skills USA team and has competed for two years; and
 WHEREAS, Veydaant Ravi also achieved a Second Place silver medal in the 2023 Skills USA Health Knowledge

Bowl nationals and a first place gold medal in the 2023 state competition; and
 WHEREAS, Veydaant Ravi volunteers at the Internal Medicine Clinic, community teaching, and as a Hindi USA student teacher; and
 WHEREAS, Veydaant Ravi also engaged in 200 hours of shadowing at Northwestern Medicine.
 NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, commend Veydaant Ravi for achieving First Place gold medals in both the national and state competitions of the Skills USA Health Knowledge Bowl and we wish him luck in all his future endeavors.

5. PROCLAMATION RECOGNIZING KAVYA SHAH- SKILLS USA MEDALIST

WHEREAS, Kavya Shah, a Senior at The Academy for Health and Medical Sciences, achieved a silver medal in the Skills USA American Spirit national competition held in Atlanta Georgia; and
 WHEREAS, Skills USA is a not-for-profit association whose competitions cover skilled and technical sciences, leadership development, and occupationally related skills; and
 WHEREAS, Kavya Shah was awarded the Presidential Volunteer Award and has participated in the Skills USA team since 2021; and
 WHEREAS, Kavya Shah assisted in the planning of Veterans' Day and Proud to be an American events, educated youths at the MLK Youth Center for the benefits of career and technical education at Somerset Vocational and Technical High School, and held a supply drive for the Veterans; and
 WHEREAS, Kavya Shah volunteers at Foothill Acres, Dr. Owens Lab at the University of Virginia, Hillsborough JEI, and Dr. Patel's office.
 NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, commend Kavya Shah for achieving a Silver medal in the Skills USA American Spirit national competition and we wish her luck in all her future endeavors.

6. PROCLAMATION RECOGNIZING VIR TRIVEDI- SKILLS USA MEDALIST

WHEREAS, Vir Trivedi, a Freshman at the University of Maryland and graduate of The Academy for Health and Medical Sciences, achieved a First Place gold medal in the Skills USA Quiz Bowl national and state competitions; and
 WHEREAS, Skills USA is a not-for-profit association whose competitions cover skilled and technical sciences, leadership development, and occupationally related skills; and
 WHEREAS, Vir Trivedi participated in the Skills USA Championships Quiz Bowl for the last three years; and
 WHEREAS, Vir Trivedi was the Treasurer and Vice President for the Somerset Vocational and Technical High School Skills USA board and has a seal of bi-literacy in Spanish; and
 WHEREAS, Vir Trivedi was also a member of the Hispanic Honor Society at Somerset Vocational and Technical High School, and a member of the Hillsborough High School JV tennis team; and
 WHEREAS, Vir Trivedi volunteered at Gigi's playhouse as a math tutor for 3 years.
 NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, commend Vir Trivedi for achieving First Place gold medals in both the national and state competitions of the Skills USA Quiz Bowl and we wish him luck in all his future endeavors.

7. PROCLAMATION RECOGNIZING SHEENA RAVOORI - SKILLS USA MEDALIST

CONSENT

1. RESOLUTION AUTHORIZING THE HIRING OF GRETCHEN MARCINEK TO THE POSITION OF CLERK TO THE CFO/TAX COLLECTOR

WHEREAS, there exists a vacancy in the position of Clerk to the CFO/Tax Collector in the Hillsborough Township Office of Finance; and

WHEREAS, the Chief Financial Officer recommends the hiring of Gretchen Marcinek to the position of Clerk

to the CFO/Tax Collector in the Hillsborough Township Department of Finance at a salary of \$38,000, effective September 11, 2024; and

WHEREAS, since Gretchen Marcinek is currently employed with the Township, it is further recommended that the probationary period is waived.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Chief Financial Officer is hereby accepted and approved and Gretchen Marcinek is hired for the position of Clerk to the CFO/Tax Collector in the Hillsborough Township Office of Finance at a salary of \$38,000, effective September 11, 2024.

2. RESOLUTION RATIFYING AND CONFIRMING THE HIRING OF PART-TIME POSITIONS TO SUPPORT HILLSBOROUGH RECREATION PROGRAMS

WHEREAS, there exists a need to hire part-time staff to support the Hillsborough Township Recreation 2024 Soccer programs; and

WHEREAS, the Director of Parks and Recreation has recommended the hiring of the following individual(s) to support the Hillsborough Township Recreation Program.

Recreation Seasonal Employees					
Last Name	First Name	Position	Rate	Hire Date	Program
Mehta	Riyan Tapan	Soccer Official	\$15 per hour	9/2/2024	Fall 2024
Payne	Dylan	Soccer Coach	\$15 per hour	9/7/2024	Fall 2024

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Director of Parks and Recreation is hereby ratified and approved.

3. RESOLUTION ACKNOWLEDGING RECEIPT OF RESOLUTION 24-018 ADOPTED BY THE HILLSBOROUGH BOARD OF FIRE COMMISSIONERS ESTABLISHING THE COMPENSATION FOR THE MEMBERS OF THE BOARD OF FIRE COMMISSIONERS

WHEREAS, pursuant to N.J.S.A. 40A:14-88, each member of the board of fire commissioners shall receive as compensation such amounts as the board shall fix subject to review by the governing body wherein the fire district is located; and

WHEREAS, on August 13, 2024, the Commissioners of Fire District No. 1, in the Township of Hillsborough, County of Somerset, adopted Resolution 24-018 establishing the compensation for the members of the Board of Fire Commissioners.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Committee acknowledges receipt of Resolution 24-018, adopted on August 13, 2024, by the Commissioners of Fire District No. 1, in the Township of Hillsborough, County of Somerset, establishing the compensation for the members of the Board of Fire Commissioners.

4. RESOLUTION RATIFYING AND CONFIRMING THE APPOINTMENT OF CRIS SANCHEZ AS THE BILINGUAL TRANSLATOR FOR THE HILLSBOROUGH TOWNSHIP POLICE

DEPARTMENT AND MUNICIPAL COURT AND AUTHORIZING STIPENDS FOR SUCH SERVICE

WHEREAS, there is a need for bilingual translation services in the Hillsborough Police Department and Municipal Court since the retirement of Lucy Bush as of 6/30/2024; and

WHEREAS, Cris Sanchez has agreed to take on this role as of 7/1/2024; and

WHEREAS, there is an annual stipend in the amount of \$1,500.00 for such service and Ms. Sanchez will receive a prorated amount for the period from 7/1/2024 to 12/31/2024.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation for bilingual translation services for the Hillsborough Township Police Department and Municipal Court are hereby accepted and approved.

5. RESOLUTION APPOINTING DON GILLAUME TO THE VACANT POSITION OF SEAT 4 ON THE HILLSBOROUGH ECONOMIC AND BUSINESS DEVELOPMENT COMMITTEE FOR THE UNEXPIRED TERM ENDING DECEMBER 31, 2027

WHEREAS, there exists a vacancy on the Hillsborough Township Economic and Business Development Committee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby makes the following appointment:

Name	Seat	Term
Don Gillaume	Seat #4	12/31/2027 (Unexpired term)

6. RESOLUTION TO RENEW TOWNSHIP LIQUOR LICENSES FOR THE 2024-2025 LICENSE TERM

WHEREAS, the Hillsborough Township Police Department has conducted an investigation of each retail licensee and club licensee to ensure that criminally disqualified and other unfit persons do not acquire or hold direct interests in the retail alcoholic beverage industry; and

WHEREAS, as a result of the aforementioned investigations, the Hillsborough Police Department has confirmed that the applicants are not subject to any of the disabilities set forth in Title 33 of New Jersey Statutes; and

WHEREAS, the Township Clerk has certified that each licensee has posted the required municipal fee of \$2,500 for a Plenary License and \$188 for the Club License; and

WHEREAS, the Township Clerk has further certified that each licensee has been granted a New Jersey State Tax Clearance Certificate as required by law.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough,

County of Somerset, State of New Jersey, that Plenary Retail Consumption Licenses are hereby renewed to the following license holders for the year 2024-2025, effective July 01, 2024:

License No	Establishment	Licensee
1810-33-001-004	Royce Brook 201 Hamilton Road	Royce Brook Berverage, LLC 12700 Sunrise Valley S300 Reston, VA 20191
1810-33-005-004	Applebee's 315 Route 206	Apple Food Service of Hillsborough LLC 315 ROUTE 206 UNIT 300 Hillsborough, NJ 08844

7. RESOLUTION AUTHORIZING ISSUANCE OF A NEW PLENARY RETAIL DISTRIBUTION LIQUOR LICENSE TO HILLSBOROUGH LIQUOR STORE, LLC

WHEREAS, on February 13, 2024, the Township Committee of the Township of Hillsborough adopted a "Resolution Authorizing a Plenary Retail Distribution Liquor License to be Sold Under the Public Sale Option" and established the minimum bid price at \$350,000; and

WHEREAS, on February 23, 2024 and March 1, 2024, a Public Notice/Invitation to Bid was published by the Township that required all interested applicants to submit completed applications, bids, documents and checks by April 4, 2024; and

WHEREAS, in response to the Public Notice/Invitation to Bid, the Township received timely bids from: Pranav D. Patel, Brijesh Patel & Bina Manu Patel, Hillsborough RB, LLC, and Hillsborough Liquor Store, LLC ; and

WHEREAS, on April 4, 2024, the submissions submitted by the bidders were opened; and

WHEREAS, after reviewing the submissions and conducting preliminary background checks, the Township determined all bidders to be pre-qualified; and

WHEREAS, on April 11, 2024, the Township announced that all bidders were deemed pre-qualified; and

WHEREAS, on April 18, 2024, the Township opened the bids submitted by all pre-qualified bidders: (a) the bid proposal of Hillsborough Liquor Store, LLC, contained a bid of \$452,500 and a cashier's check made payable to the Township of Hillsborough in the sum of ten (10%) percent of the bid or \$45,250; and

WHEREAS, on April 30, 2024, the Township Committee adopted a Resolution authorizing the award of a Plenary Retail Distribution Liquor License to Hillsborough Liquor Store, LLC, as the highest bidder, subject to: (a) the payment of the balance of the bid price; (b) payment of the annual State and Municipal licensing fees; (c) satisfactory outcome of an investigation of the source of funds and criminal background checks; (d) compliance with all regulations concerning issuance of a liquor license in accordance with N.J.A.C. 13:2-2.1 et seq, including, but not limited to, publication and a hearing if there are objections; and (e) approval of the New Jersey Division of Alcohol Beverage Control; and

WHEREAS, Hillsborough Liquor Store has paid the annual State and Municipal licensing fees; and

WHEREAS, criminal background checks and examination of the source of funds have demonstrated Hillsborough Liquor Store as qualified to be licensed accordingly to all standards established by Title 33 of the New Jersey Statutes and regulations promulgated thereunder as well as pertinent local ordinances; and

WHEREAS, Hillsborough Liquor Store, LLC, has demonstrated compliance with all regulations concerning issuance of a liquor license in accordance with N.J.A.C. 13:2-2.1 et seq, including, but not limited to, publication and no objections have been received.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) the Township Clerk is hereby authorized to issue a New Plenary Retail Distribution Liquor License to Hillsborough Liquor Store, LLC, upon approval of the New Jersey Division of Alcohol Beverage Control

and receipt of payment of the balance of the bid price; and (2) the Mayor and Township Clerk are authorized to take all actions and execute all documents and agreements consistent with this Resolution.

8. RESOLUTION AUTHORIZING ISSUANCE OF A NEW PLENARY RETAIL CONSUMPTION LIQUOR LICENSE TO HILLSBOROUGH RB, LLC

WHEREAS, on February 13, 2024, the Township Committee of the Township of Hillsborough adopted a "Resolution Authorizing a Plenary Retail Consumption Liquor License to be Sold Under the Public Sale Option" and established the minimum bid price at \$350,000; and

WHEREAS, on February 23, 2024 and March 1, 2024, a Public Notice/Invitation to Bid was published by the Township that required all interested applicants to submit completed applications, bids, documents and checks by April 4, 2024; and

WHEREAS, in response to the Public Notice/Invitation to Bid, the Township received timely bids from: Hillsborough RB, LLC; and

WHEREAS, on April 4, 2024, the submissions submitted by the bidder were opened; and

WHEREAS, after reviewing the submission and conducting a preliminary background check, the Township determined the bidders to be pre-qualified; and

WHEREAS, on April 11, 2024, the Township announced that all bidders were deemed pre-qualified; and

WHEREAS, on April 18, 2024, the Township opened the bid submitted by all pre-qualified bidders: (a) the bid proposal of Hillsborough RB, LLC, contained a bid of \$376,000 and a cashier's check made payable to the Township of Hillsborough in the sum of ten (10%) percent of the bid or \$37,600; and

WHEREAS, on April 30, 2024, the Township Committee adopted a Resolution authorizing the award of a Plenary Retail Consumption Liquor License to Hillsborough RB, LLC, as the highest bidder, subject to: (a) the payment of the balance of the bid price; (b) payment of the annual State and Municipal licensing fees; (c) satisfactory outcome of an investigation of the source of funds and criminal background checks; (d) compliance with all regulations concerning issuance of a liquor license in accordance with N.J.A.C. 13:2-2.1 et seq, including, but not limited to, publication and a hearing if there are objections; and (e) approval of the New Jersey Division of Alcohol Beverage Control; and

WHEREAS, Hillsborough RB, LLC, has paid the annual State and Municipal licensing fees; and

WHEREAS, criminal background checks and examination of the source of funds have demonstrated Hillsborough RB, LLC, as qualified to be licensed accordingly to all standards established by Title 33 of the New Jersey Statutes and regulations promulgated thereunder as well as pertinent local ordinances; and

WHEREAS, Hillsborough RB, LLC, has demonstrated compliance with all regulations concerning issuance of a liquor license in accordance with N.J.A.C. 13:2-2.1 et seq, including, but not limited to, publication and no objections have been received.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) the Township Clerk is hereby authorized to issue a New Plenary Retail Consumption Liquor License to Hillsborough RB, LLC, upon approval of the New Jersey Division of Alcohol Beverage Control and receipt of payment of the balance of the bid price; and (2) the Mayor and Township Clerk are authorized to take all actions and execute all document and agreements consistent with this Resolution.

9. RESOLUTION AUTHORIZING THE REFUND OF RECREATION PROGRAM FEES

WHEREAS, there are refunds due from Recreation program fees; and

WHEREAS, the Chief Financial Officer has received proof of such refunds being due and payable.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Chief Financial Officer is hereby authorized to refund said amounts as detailed below.

Jui Lande	\$384.00
Evelyn Santiago	\$998.00
Radhika Dua	\$100.00
Vijay Tadi	\$410.00
Javier Castro	\$80.00
Joseph Mangano	\$35.00
Janet Rigg	\$35.00
Giulio Capra	\$35.00

10. RESOLUTION ACKNOWLEDGING THE ANNUAL AUDIT FOR THE YEAR 2023 OF HILLSBOROUGH TOWNSHIP, SOMERSET COUNTY, NEW JERSEY

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2023 has been filed by a Registered Municipal Accountant with the Township of Hillsborough's Municipal Clerk pursuant to N.J.S.A. 40A:5-6 and a copy has been received by each member of the governing body; and

WHEREAS, N.J.S.A. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations"; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, the members of the governing body have been provided with the Annual Report of Audit and have reviewed, as a minimum, the sections of the Annual Audit entitled "Comments and Recommendations" as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may

subject the members of the local governing body to the penalty provisions of N.J.S.A. 52:27BB-52, to wit:

A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit through the New Jersey FAST system to show evidence of said compliance

11. RESOLUTION ACCEPTING AND APPROVING THE CORRECTIVE ACTION PLAN FOR THE 2023 TOWNSHIP AUDIT

WHEREAS, in accordance with Local Finance Notice 92-15, the Township Chief Financial Officer has prepared a Corrective Action Plan pertaining to the 2023 Township Audit for submission to the Division of Local Government Services.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby accepts and approves of the Corrective Action Plan pertaining to the 2023 Township Audit and the submission of the same electronically to the Division of Local Government Services through the New Jersey FAST system.

12. RESOLUTION AUTHORIZING THE QUALIFIED PURCHASING AGENT TO SOLICIT A REQUEST FOR PROPOSALS FOR AN UPGRADED FIRE SUPPRESSION SYSTEM FOR THE SERVER ROOM IN THE MUNICIPAL BUILDING

WHEREAS, there is a need to upgrade to an alternative fire suppression system in the server room in the Hillsborough Municipal Building for the protection of equipment; and

WHEREAS, the Township's Qualified Purchasing Agent requested authorization to solicit a Request for Proposals for an Upgraded Fire Suppression System for the Server Room in the Hillsborough Municipal Building.

WHEREAS, no proposals were received and the Qualified Purchasing Agent requests authorization to solicit, for a second time, a Request for Proposals for an Upgraded Fire Suppression System for the Server Room in the Hillsborough Municipal Building.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Qualified Purchasing Agent is hereby authorized to solicit a Request for Proposals for an Upgraded Fire Suppression System for the Server Room in the Hillsborough Municipal Building.

13. RESOLUTION AUTHORIZING THE TOWNSHIP QUALIFIED PURCHASING AGENT TO SOLICIT REQUESTS FOR PROPOSALS THROUGH THE FAIR AND OPEN SELECTION PROCESS FOR PROFESSIONAL SERVICES FOR 2025

WHEREAS, the Hillsborough Township Committee has chosen the Fair and Open process for the selection of professionals which requires the public solicitation on the Township's website of a request for proposal from any interested party for the various professional services and the Township Committee intends to use the process again in 2025; and

WHEREAS, the Township Committee will seek proposals for the following positions:

Township Attorney
 Labor Attorney
 Planning Board Attorney
 Board of Adjustment Attorney
 Board of Health Attorney
 Bond Counsel
 Municipal Auditor
 Consulting Township Engineer and Planning Consulting Services
 Planning Board Engineer
 Planning Board Alternate Engineer
 Board of Adjustment Engineer
 Board of Adjustment Alternate Engineer
 Township Architect
 Financial Advisor
 Affordable Housing Planning Consultant
 Special Counsel for Affordable Housing Matters
 Engineering Inspection Services
 Risk Management Consultant – JIF and Employee Benefits Management
 Employee Assistance Program
 Affordable Housing Administrative Agent
 Affordable Housing Administrative Agent for Rehabilitation Program
 Employee Assistance Program

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Qualified Purchasing Agent is hereby authorized to solicit Requests for Proposals through the Fair and Open Selection Process for the above listed positions for 2025.

14. RESOLUTION AUTHORIZING THE ACCEPTANCE OF A GRANT FROM THE STATE OF NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY, OFFICE OF THE ATTORNEY GENERAL, UNDER THE SAFE AND SECURE COMMUNITIES PROGRAM

BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, as follows:

1. The Township of Hillsborough is authorized to accept a sub award grant from the State of New Jersey, Department of Law and Public Safety, Office of the Attorney General, in the amount of \$45,150.00 under the Safe and Secure Communities Program, Grant No. 25-1810 with a Match - Fringe Benefits, for a total project cost of \$45,150.00.
2. The Mayor and Police Chief are authorized to execute and the Township Clerk to attest to a Sub grant Award in connection with this grant and any and all documents in connection with this grant.
3. The Township of Hillsborough is accepting this grant of funds for the purpose described in the application.
4. Sub award Period: February 1, 2025 to January 31, 2026
5. A certified copy of this resolution shall be provided by the Office of the Township Clerk to each of the following:
 - a. Mayor Robert Britting, Jr.
 - b. Township Committee
 - c. Township Administrator
 - d. Township Attorney
 - e. Chief Financial Officer
 - f. Police Department, Attention: Chief Michael McMahon
 - g. Police Department, Attention: Lieutenant Jeremy Cuomo

15. RESOLUTION AUTHORIZING THE QUALIFIED PURCHASING AGENT TO SOLICIT BIDS FOR THE SENIOR EXERCISE PROGRAM

WHEREAS, the contract for the Senior Exercise Program will expire at the end of calendar year 2024; and

WHEREAS, the Township's Qualified Purchasing Agent requests authorization to solicit bids for the Senior Exercise Program.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Qualified Purchasing Agent is hereby authorized to advertise and solicit bids for the Senior Exercise Program.

16. RESOLUTION AUTHORIZING THE QUALIFIED PURCHASING AGENT TO SOLICIT BIDS FOR 2025 VIDEO SERVICES

WHEREAS, the contract for Video Services will expire at the end of calendar year 2024; and

WHEREAS, the Township's Qualified Purchasing Agent requests authorization to solicit bids for Video Services.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Qualified Purchasing Agent is hereby authorized to advertise and solicit bids for Video Services.

17. RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENTS

WHEREAS, the Tax Collector indicates tax overpayments have been received as indicated below and recommends refunds be issued for such overpayments.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Tax Collector is hereby authorized to refund the amounts set forth below for tax overpayments.

Block	Lot	Qualifier	Name	Amount	Qtr	Year
11	12		Unity Bank	\$3,615.29	3	2024
31	8.01		CoreLogic	\$2,017.57	3	2024
141.08	7		CoreLogic	\$419.65	3	2024
150.01	9		CoreLogic	\$2,985.63	3	2024
153.10	1.02	C2304	CoreLogic	\$1,854.33	3	2024
163.05	1.05	C3009	CoreLogic	\$1,142.02	3	2024
163.21	4	C4243	CoreLogic	\$2,000.77	3	2024
163.22	5	C3943	CoreLogic	\$1,908.12	3	2024
174.04	7		CoreLogic	\$5,123.14	3	2024
178.02	35		CoreLogic	\$2,019.24	3	2024
178.02	273		CoreLogic	\$2,069.79	3	2024
183	37.01		CoreLogic	\$3,228.29	3	2024
183	38.01		CoreLogic	\$27,261.82	3	2024
183.01	38.01	Cell	CoreLogic	\$1,362.41	3	2024
183.01	1		CoreLogic	\$8,837.25	3	2024

204	7.06	CoreLogic	\$5,408.18	3	2024
205.18	7	CoreLogic	\$5,131.63	3	2024

18. RESOLUTION AUTHORIZING THE PURCHASE OF 92 - OFFICE365 GCCE3 SHRDSVR ALNG SUBSVL MVL FOR THE POLICE DEPARTMENT THROUGH THE NEW JERSEY STATE CONTRACT

WHEREAS, the Chief of the Police has requested authorization to purchase 92 - Office365 GCCE3 SHRDSVR ALNG SubsvL MVL; and

WHEREAS, Dell Technologies offers the software through the New Jersey State Contract #20-TELE-01510 of which the Township of Hillsborough is a member in an amount not to exceed \$22,436.66; and

WHEREAS, funds are available in the 2024 municipal budget and have been certified as such by the Chief Finance Officer through Account #01-201-25-745-238 (requisition #2306665).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the purchase of 92 - Office365 GCCE3 SHRDSVR ALNG SubsvL MVL from Dell Technologies, through the New Jersey State Contract #20-TELE-01510 in an amount not to exceed \$22,436.66 is hereby authorized.

19. RESOLUTION AUTHORIZING THE METAL FABRICATION RENOVATIONS FOR THE HOLDING CELLS IN THE POLICE DEPARTMENT

WHEREAS, the Township of Hillsborough solicited quotes for the Police Holding Cell Metal Fabrication Renovations and three (3) responses were received as follows:

Hotfoil EHS	\$21,775.00
Innovative Metal Solutions	n/a
Atlantic Handling Systems	n/a

WHEREAS, the Chief of Police and the Township Qualified Purchasing Agent recommend the Holding Cell Metal Fabrication Renovations from Hotfoil EHS in an amount not to exceed \$21,755.00; and

WHEREAS, funds are available in the 2024 budget through capital account 04-215-55-240-580 (Requisition #2306971), and have been certified as such by the Chief Finance Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes the Holding Cell Metal Fabrication Renovations for the Police Department in an amount not to exceed \$21,775.00.

20. RESOLUTION AWARDING CONTRACT TO STILO PAVING AND EXCAVATING FOR AMSTERDAM DRIVE PHASE III RESURFACING PROJECT

WHEREAS, The Township solicited bids through the fair and open procurement process for Amsterdam Drive Phase III Resurfacing Project; and

WHEREAS, the Township received six (6) bids with the lowest bid from Stilo Paving & Excavating located in South Plainfield, New Jersey; and

WHEREAS, the Engineering Director and Qualified Purchasing Agent recommend the Township Committee award a contract to Stilo Paving & Excavating in an amount not to exceed \$466,523.62 for Amsterdam Drive Phase III Resurfacing Project; and

WHEREAS, the Chief Finance Officer certifies there are sufficient funds in Account 02-213-24-515-715-280 in the amount of \$368,400.00 and 04-215-55-241-900 in the amount of \$98,123.62 for this project.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that (1) a contract is hereby awarded to Stilo Paving & Excavating in an amount not to exceed \$466,703.62 for the Amsterdam Drive Phase III Project; and (2) the Mayor and Township Clerk are authorized to execute a contract with Stilo Paving & Excavating consistent with the terms of this Resolution, the bid specifications and bid proposal submitted.

21. RESOLUTION AUTHORIZING EXECUTION OF HOLD HARMLESS AGREEMENT WITH SOMERSET COUNTY FOR INSTALLATION OF LICENSE PLATE RECOGNITION EQUIPMENT WITHIN SOMERSET COUNTY PROPERTIES AND RIGHT OF WAYS

WHEREAS, the Township of Hillsborough wishes to install High-Definition License Plate Recognition Equipment within Somerset County properties and right of way; and

WHEREAS, Somerset County is willing to permit such installation subject to the terms and conditions set forth in a Hold Harmless Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Mayor and Clerk are authorized to execute a Hold Harmless Agreement with Somerset County for the High-Definition License Plate Recognition Equipment to be installed within Somerset County properties and right of ways.

22. RESOLUTION AUTHORIZING EXECUTION OF STORMWATER FACILITIES AND PERVIOUS PAVEMENT MAINTENANCE AGREEMENT WITH JTWELVE, LLC, FOR THE PROJECT AT 301 ROYCEFIELD ROAD, BLOCK 143, LOTS 11.01 AND 11.04

WHEREAS, JTwelve, LLC, is the owner of the property identified as 301 Roycefield Road, Block 143, Lots 11.01 and 11.04, Hillsborough, New Jersey ("Property"); and

WHEREAS, Application 24-PB-01-MSPV was filed with the Hillsborough Planning Board for preliminary and final major site plan approval for the construction of a 15,498 square foot building addition with other related improvements including the installation of various stormwater facilities and pervious pavement on the Property ("Project"); and

WHEREAS, on July 11, 2024, the Board adopted a memorializing Resolution approving the Application; and

WHEREAS, the approval of the Board requires the Property Owner to enter into a Stormwater Facilities and Pervious Pavement Maintenance Agreement with the Township for the Project.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) the Mayor and Township Clerk are authorized to execute a Stormwater Facilities and Pervious Pavement Maintenance Agreement with JTwelve, LLC, for the Project at 301 Roycefield

Road, Block 143, Lots 11.01 and 11.04, in a form approved by the Township Attorney; and (2) the Township Attorney is authorized to record the Agreement with the Somerset County Clerk.

23. RESOLUTION AWARDING A CONTRACT FOR INSTALLATION OF PICKLEBALL COURTS AT DOCHERTY PARK IN AN AMOUNT NOT TO EXCEED \$96,904.00

WHEREAS, the Director of the Parks Department has determined that there is a need for Pickleball courts at Docherty Park; and

WHEREAS, the Township solicited bids for said goods and services in accordance with the Local Public Contracts Law and Fair and Open Process; and

WHEREAS, in response to the solicitation the Township received the following bids:

1. Clarke Moynihan Landscaping & Construction, LLC	\$96,904.00
2. Halecon, Inc.	\$120,090.00
3. Dakota Excavating Contractors, Inc.	\$177,300.00
4. T. Fiotakis Construction	\$198,000.00
5. TC Landscape Construction Group	\$262,000.00

WHEREAS, the Director of the Parks Department and Qualified Purchasing Agent recommend the award of a contract to Clarke Moynihan Landscaping & Construction, LLC, in an amount not to exceed \$96,904.00 for installation of Pickleball Courts in Docherty Park in accordance with the bid specifications and bid submitted; and

WHEREAS, the Chief Financial Officer has certified sufficient funds are available in account #02-2213-24-675-795-280 for \$63,000.00 and account # 04-215-55-240-530 for \$33,904.00 for this contract award.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that a contract is hereby awarded to Clarke Moynihan Landscaping & Construction, LLC , in the amount not to exceed \$96,904.00 for installation of Pickleball Courts in Docherty Park in accordance with the bid specifications and bid submitted.

24. RESOLUTION AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE 2025 SOMERSET COUNTY CULTURAL AND HERITAGE COMMISSION FOR THE LOCAL ARTS PROGRAM (LAP)

WHEREAS, the Somerset County Cultural & Heritage Commission is the agency officially designated in Somerset County to apply for, receive and administer the Local Arts Program Grant; and

WHEREAS, the Township of Hillsborough desires to apply to the Somerset County Cultural and Heritage Commission for a 'Special Events' grant in the amount of \$10,000 for the purpose of visual arts and design programming; and

WHEREAS, the Township of Hillsborough Department of Social Services, Director of Finance, and Township Administrator recommend that said application be submitted to the Somerset County Cultural & Heritage Commission;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of Hillsborough hereby authorizes the submission of a grant application to the FY25 Somerset County Cultural & Heritage Commission Local Arts Program and accepts the grant if awarded.

Upon a motion by Committeewoman Catherine Payne, seconded by Committeeman Shawn Lipani, to take resolution 2 separately, the motion unanimously approved upon the call of the roll.

Upon a motion by Committeeman Shawn Lipani, seconded by Deputy Mayor John Ciccarelli, resolution 2 of the consent agenda was approved upon the call of the roll. Committeewoman Payne abstained. Township Administrator Ferrera welcomed the new employees.

Upon a motion by Committeeman Shawn Lipani, seconded by Committeewoman Catherine Payne, resolutions 1, 3-24 of the consent agenda were unanimously approved upon the call of the roll.

Committeewoman Hand questioned resolution 10 as to what the root cause of the problem was.

Committeeman Lipani stated the issue was a matter of timeliness.

Committeewoman Hand questioned resolution 11 as to employee enrollment in the DCRP and if there is a financial impact.

Committeeman Lipani stated the auditor realized some employees were not enrolled when they should have been. It is his understanding that there is no financial impact.

Administrator Ferrera stated this is standard practice for the auditors and that quite often corrective action has already been implemented and new controls are put in place to prevent further errors.

Administrator Ferrera stated regarding resolution 1, Gretchen was chosen from many qualified candidates to become a full time position in the Finance Department.

Committeeman Lipani stated Don Guillaume of Guillaume's Music Academy has joined the EBDC and will be a great addition to the commission.

PUBLIC HEARINGS

None

INTRODUCTION OF NEW ORDINANCES

None

CLAIMS LIST

1. CLAIMS LIST 24-12

Mayor Britting asked to approve Claims List 2024-12.

Upon a motion by Committeeman Shawn Lipani, seconded by Committeewoman Catherine Payne, Claims List 2024-12, was approved upon the call of the roll.

NEW BUSINESS

None

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

Township Clerk Sarah Brake stated the following. The Township Committee welcomes input from the public. Please state your name and address and please spell your name for the record. You will be given one three minute allotment for your comments. Please understand that this public forum is not structured as a question and answer session. Comments are to be addressed to the Mayor. Again, please keep your comments to three minutes. Thank you.

None

ADJOURNMENT

Upon a motion by Committeewoman Catherine Payne, seconded by Deputy Mayor John Ciccarelli, the meeting duly adjourned at 8:46 pm. Said motion was unanimously carried upon voice vote.

Attested:

A handwritten signature in black ink, appearing to be 'S. Brake', with a long horizontal stroke extending to the right.

Sarah Brake
Township Clerk